

IZ25J2i
1957

Institute of Labor and Industrial Relations

LIST OF PUBLICATIONS



JANUARY 1957

THE JOURNAL OF
LABOR
ECONOMICS
INSTITUTE OF LABOR
RELATIONS

UNIVERSITY OF ILLINOIS

In this booklet we present an annotated list of all publications which are currently available from the Institute.

LIST OF PUBLICATIONS

of the
Institute of Labor
and Industrial Relations

THE LIBRARY OF THE
MAY 21 1937
UNIVERSITY OF ILLINOIS

C
IZELI
1937

E D I T O R I A L N O T E

To extend a knowledge of labor-management relations to all who are interested, the Institute of Labor and Industrial Relations supplements its work by publishing articles, booklets, bibliographies, and other pamphlets. Many of these publications are non-technical explanations of specific fields in labor and industrial relations. Others are reports of intensive studies in special areas. These publications explain the work of the Institute, and attempt to add to a general understanding of the entire field of labor-management relations.

Please address requests to:

The Editor
Institute of Labor and
Industrial Relations
704 South Sixth Street
Champaign, Illinois

FUTURE PROGRESS

The University of Illinois Board of Trustees established the Institute in 1946 to "inquire faithfully, honestly, and impartially into labor-management problems of all types, and secure facts which will lay the foundation for future progress in the whole field of labor relations."

Accordingly, the Institute has divided its program into three main parts:

1. resident instruction leading to the degree of Master of Arts in Labor and Industrial Relations,
2. research in basic problems affecting labor and industrial relations, and
3. extension services to the public, including labor, management, and other "special" groups.

Robben W. Fleming
Director

Milton Derber
Coordinator of Research

Phillips L. Garman
Coordinator of Extension

Gilbert Donahue
Librarian

Barbara D. Dennis
Editor

T A B L E O F C O N T E N T S

BULLETINS...	
...popular treatment of current issues	1
RESEARCH VOLUMES...	
...research staff findings	4
LECTURES...	
...talks of general interest	10
HANDBOOKS...	
...guidebooks on specific subjects	12
REPRINTS...	
...staff members' published articles	14
EXTENSION MANUALS...	
...brief study guides	22
LIBRARY PUBLICATIONS...	
... <u>General Publications</u> on information sources	24
...Labor-Management Relations, annotated reading lists for high school teachers and students	27
GENERAL PUBLICATIONS...	
...on Institute programs and services	29

Digitized by the Internet Archive
in 2013

BULLETINS

These are non-technical presentations of many subjects in the field of labor and industrial relations. They are intended for general and popular use in the classroom, in day-by-day industrial relations, and for furthering the knowledge of all those interested in this broad field.

(Discount allowed on orders of 10 or more.)

ASSIGNMENT AND GARNISHMENTS OF WAGES IN ILLINOIS, by Murray Edelman

1948. 20 p. 10¢ (Vol. 2, No. 4)

A survey of laws of the 48 states relating to garnishment and assignment of wages, with special emphasis on Illinois laws. Includes a discussion of the problem of small credit and the attitude of employers toward garnishment and assignment.

FEDERAL COURT DECISIONS ON LABOR, 1947-48, by Murray Edelman

1948. 22 p. 10¢ (Vol. 2, No. 5)

An analysis of Supreme Court cases of the 1947-48 term which are of direct interest in labor-management relations. It also includes a brief summary of the more significant rulings of the National Labor Relations Board.

SUPERVISORY TRAINING--WHY, WHAT, HOW, by John F. Humes

1949. 24 p. 10¢ (Vol. 3, No. 3)

By means of conversation between two plant managers, the author outlines the purposes of a training program for supervisors, describes how such a program can be carried out, and what results can be expected.

DECLARATION

I, the undersigned, do hereby declare that the foregoing is a true and correct copy of the original as the same appears in the records of the Department of the Interior, and that the same is a true and correct copy of the original as the same appears in the records of the Department of the Interior.

Witness my hand and seal at Washington, D.C., this 1st day of January, 1901.

JOHN W. FOSTER, Secretary of the Interior.

JOHN W. FOSTER, Secretary of the Interior.

I, the undersigned, do hereby declare that the foregoing is a true and correct copy of the original as the same appears in the records of the Department of the Interior, and that the same is a true and correct copy of the original as the same appears in the records of the Department of the Interior.

JOHN W. FOSTER, Secretary of the Interior.

JOHN W. FOSTER, Secretary of the Interior.

I, the undersigned, do hereby declare that the foregoing is a true and correct copy of the original as the same appears in the records of the Department of the Interior, and that the same is a true and correct copy of the original as the same appears in the records of the Department of the Interior.

JOHN W. FOSTER, Secretary of the Interior.

JOHN W. FOSTER, Secretary of the Interior.

I, the undersigned, do hereby declare that the foregoing is a true and correct copy of the original as the same appears in the records of the Department of the Interior, and that the same is a true and correct copy of the original as the same appears in the records of the Department of the Interior.

TRENDS AND PROBLEMS IN UNEMPLOYMENT INSURANCE, by Irving N. King

1950. 34 p. 10¢ (Vol. 4, No. 2)

The present federal-state unemployment insurance program, its coverage, benefits, eligibility requirements, and financing are discussed. The bulletin presents some of the problems which are involved and various proposals for solving them.

UNIONS, MANAGEMENT, AND INDUSTRIAL SAFETY, by Jack Strickland

1951. 25 p. 10¢ (Vol. 5, No. 2)

Ways in which unions and management can work together to reduce industrial accidents are summarized in this bulletin. The author describes a number of experiences with joint safety committees and the advantages and disadvantages of such cooperative efforts.

JOB EVALUATION, by L. C. Pigage and J. L. Tucker

1951. 43 p. 10¢ (Vol. 5, No. 3)

A practical guidebook on job evaluation--the reasons for using it, the essentials in a good plan, and the basic methods that may be employed. Charts, diagrams, and sample forms illustrate the text.

WORKERS ON THE MOVE, by Kenneth Lehmann and C. Edward Weber

1952. 22 p. 10¢ (Vol. 6, No. 1)

An analysis of factors which tend to increase labor turnover and suggestions for both management and labor leaders of ways to reduce turnover in order to contribute more fully to the defense needs of the nation.

MOTION AND TIME STUDY, by L. C. Pigage and J. L. Tucker
1954. 48 p. 25¢ (No. 24)

A practical guidebook to explain methods used in motion and time study, to suggest an approach to its many problems, and to assist in developing a working program in the field.

WORKMEN'S COMPENSATION IN ILLINOIS, by Arnold Weber
1955. 56 p. 50¢ (No. 25)

An easy-to-read, up-to-date, thorough explanation of the Illinois Workmen's Compensation law and how it operates. Various provisions of the law as well as some special problems are discussed. Each section includes examples.

RESEARCH VOLUMES

These are the reports of studies conducted by the Institute's research staff on many aspects of labor and industrial relations. Some of the research was done by special request, while other studies were conducted as part of the regular research program of the Institute.

TYPES AND SOURCES OF WAGE DATA IN ILLINOIS, by Richard C. Wilcock

1949. 56 p. multilith. \$1 per copy. (Research Report No. 4)

A guide to kinds of wage data that are generally available for industries and occupations in Illinois. The study includes a discussion of factors important in using wage data, a summary of data publicly available and a description and analysis of published data.

LEGISLATION BY COLLECTIVE BARGAINING--THE AGREED BILL IN ILLINOIS UNEMPLOYMENT COMPENSATION LEGISLATION, by Gilbert Y. Steiner

1951. 62 p. Paper bound copy \$1.

A study of the so-called "agreed bill" process whereby the representatives of management and labor work out a pattern of legislation through negotiation. The volume, which deals with one type of Illinois law, unemployment compensation, is the first detailed description of this process which has been made.

SECRET

There are two aspects of the problem of the
"Secret" which are of primary importance. The first
is the question of the "Secret" itself, and the second
is the question of the "Secret" as a means of
communication.

There are two aspects of the problem of the
"Secret" which are of primary importance.

The first is the question of the "Secret" itself,
and the second is the question of the "Secret" as a
means of communication.

The first is the question of the "Secret" itself,
and the second is the question of the "Secret" as a
means of communication. The first is the question of
the "Secret" itself, and the second is the question
of the "Secret" as a means of communication.

There are two aspects of the problem of the
"Secret" which are of primary importance.

The first is the question of the "Secret" itself,
and the second is the question of the "Secret" as a
means of communication.

The first is the question of the "Secret" itself,
and the second is the question of the "Secret" as a
means of communication. The first is the question of
the "Secret" itself, and the second is the question
of the "Secret" as a means of communication.

PROBLEMS AND POLICIES OF DISPUTE SETTLEMENT AND WAGE STABILIZATION DURING WORLD WAR II, by W. Ellison Chalmers, Milton Derber, and William H. McPherson with other former members of the War Labor Board.

1951. 380 p. 75¢ per copy. (U. S. Department of Labor Bulletin No. 1009, Superintendent of Documents, U. S. Government Printing Office, Washington 25, D.C.)

An analytical study which attempts to appraise the major industrial relations policy decisions made by the government from 1940 to 1947. It focuses on the National Defense Mediation Board, the National War Labor Board, and the National Wage Stabilization Board. Discusses the stabilization of wages, problems of organization and manpower, and dispute settlement.

CHANNELS OF EMPLOYMENT, by Murray Edelman

1952. 212 p. Paper-bound copy \$2.50; 3-chapter edition 50¢.

Analyzes the role of the various hiring channels in Illinois, with particular attention to the reasons for their use or non-use by employers. Draws conclusions about direct hiring, supplements to informal channels, public employment offices, and union referral services.

UNION DECISION-MAKING IN COLLECTIVE BARGAINING: A CASE STUDY ON THE LOCAL LEVEL, by Arnold R. Weber

1952. 176 p. Paper bound, mimeograph text. \$1.00

An analysis of the basic elements of union leader and worker interests, the concept of leader responsibility, and the relation between effective union operation and leader-member participation in the decision-making process. The study is confined to a single collective bargaining decision by a single union in a single establishment.

LABOR-MANAGEMENT RELATIONS IN ILLINI CITY, Vol. 1: The Case Studies, by W. Ellison Chalmers, Margaret K. Chandler, Louis L. McQuitty, Ross Stagner, Donald E. Wray, and Milton Derber, Coordinator.

1953. xlii + 809 pages. Hard cover \$10.00. Paper-bound reprints of case studies \$1.25.

LABOR-MANAGEMENT RELATIONS IN ILLINI CITY, Vol. 2: Explorations in Comparative Analysis, by W. Ellison Chalmers, Margaret K. Chandler, Louis L. McQuitty, Ross Stagner, Donald E. Wray, and Milton Derber, Coordinator.

1954. 659 pages. Hard cover \$7.50. Combined price for both volumes \$15.00.

Intensive study was made of eight establishments in five industries in Illini City, a medium-sized midwestern community, during a specific time period 1948-1950. The focus of interest is relations of unions and managements at the in-plant level--including the observations of not only top management and union leaders but production workers and minor supervisors as well. Another important factor, which is analyzed in detail, is the community itself and the effect it has on relations of unions and managements in the various industries. By studying a number of establishments in the same community during the same period of time, using the same definitions and methods, the authors have been able to make comparisons not previously attempted. The research team--two economists, two psychologists, and two sociologists--was assisted by other members of the Institute staff. Each contributed ideas, definitions, and methods from his own discipline to form the working pattern of the study.

Volume 1 is intended to serve two purposes--to give students and practitioners direct access to a rich collection of case study material and to enable them, if they desire, to make their own interpretations and conclusions. Each of the five studies, on Grain Processing, Metal Products, Garment Manufacture, Trucking, and Construction,

contains two parts--a historical account of the evolution of the labor-management relationship and a detailed description of relations during the 1948-1950 period. The volume opens with a note on the framework and methodology of the study and a sociological analysis of Illini City and the effect of the community on labor-management relations in the various industries.

Volume 2 is devoted to comparisons among the relationships in the eight establishments described in the five case studies in Volume 1. In contrast to the first volume, this book is largely cross sectional in character, focusing on three aspects of labor-management relations at the particular point of time of the research period. One section contains an analysis and discussion of these aspects--Attitudinal Climate, Economic Status of the Work Force, and Extent of Union Influence--selected by the research team as being particularly significant. In another section 20 hypotheses relating to the determinants of the three aspects are discussed. The analysis is first concerned with the relationship between a single determinant and a single aspect and then is extended to the level of multi-variable relations. A third section contains a number of explorations in quantitative methods of multivariate and typological analysis. This volume is highly experimental. It includes a variety of quantitative and qualitative methods designed to describe similarities and differences among labor-management relationships and to explain the reasons for their existence.

NATIONAL ECONOMIC PLANNING BY COLLECTIVE BARGAINING, by
Murray Edelman

1954. 80 p. Paper-bound copy, \$1.50; hard cover, \$2.00.

A study of the Austrian method of planning general changes in prices, wages, pensions, and taxes by collective bargaining among management, labor, and agricultural organizations. The author analyzes the five agreements negotiated between 1947 and 1951 and discusses their significance as public policy formation.

LABOR-MANAGEMENT RELATIONS IN THE ILLINOIS STATE
SERVICE, by Richard C. McFadden

1954. 58 p. Paper bound, mimeograph text. \$1.00.

An analysis of labor-management relations in the administrative agencies of the Illinois State government as of 1952. In addition, a separate analysis of relations in the State's higher educational institutions is included.

THE UNION MEMBER SPEAKS, by Hjalmar Rosen and R. A.
Hudson Rosen

1955. 256 p. Trade price, \$4.95. College list price,
\$3.75. (Available from Prentice-Hall, Inc., 70 5th Ave.,
New York, N. Y.)

A study of union member opinions about the functions of their organization--what they think it should be doing, what they see it actually doing, and how they feel about it. An extensive appendix on methods and procedures is included.

LABOR-MANAGEMENT RELATIONS AT THE PLANT LEVEL UNDER
INDUSTRY-WIDE BARGAINING, by Milton Derber
1955. 140 p. Paper-bound copy, \$2.00.

A study of industry-wide bargaining in the British engineering (metal-working) industry. The author approaches the subject from the level of the local establishment and analyzes how the system operates in a sample of ten establishments in the city of Birmingham. The relation between collective bargaining and joint consultation is also explored.

LECTURES

These talks have been given on different occasions by Institute staff members or by others appearing on Institute-conducted programs. They have been reprinted by the Institute as being both worthy and instructive.

(Mimeo. 10¢ per copy.)

HOW PEOPLE MAKE UP THEIR MINDS ABOUT UNIONS, by Ross Stagner

1950. 14 p.

(Lecture Series No. 7)

A psychologist describes the process by which people build up mental pictures about unions from the bits of information which they pick up from their environment. The address was given before a conference on union public relations.

OUR MANPOWER CONTROL PROBLEMS, by Reuben G. Soderstrom

1951. 11 p.

(Lecture Series No. 8)

The president of the Illinois State Federation of Labor expresses the points of view of the AFL on present manpower problems. He tells of government organization and policies for the present and future emergencies.

HOW WE CAN IMPROVE THE WORKMEN'S COMPENSATION LAW AND ITS ADMINISTRATION, by Reuben G. Soderstrom

1954. 20 p.

(Lecture Series No. 10)

The president of the Illinois State Federation of Labor discusses the Illinois Workmen's Compensation Law and its amendments and suggests ways the Law could be extended. The talk was made at the Fifth Central Labor Union Conference, January 9, 1954.

THE DEVELOPMENT OF LABOR LEGISLATION AND ITS EFFECT UPON
THE WELFARE OF THE AMERICAN WORKMAN, by Edwin E. Witte
1954. 24 p. (Lecture Series No. 11)

Professor Witte discusses the development of federal and state protective and restrictive labor legislation during the past century. The talk was given at the Conference on Government and Public Affairs of the University of Illinois and Twin City Federation of Labor, October 31, 1954.

H A N D B O O K S

These booklets were prepared for the guidance and information of those needing a reference book for the specific subjects they cover. The handbooks are written in non-technical, "popular" style.

Labor Law

(Mimeo. Free of charge.)

CHILD LABOR, by Betty Jane Swoboda

1950. 15 p. (Handbook No. 1)

Child labor provisions of the Federal Fair Labor Standards Act and the Illinois Child Labor Law are presented in popular question and answer form.

WAGE PAYMENT, by Betty Jane Swoboda

1950. 19 p. (Handbook No. 2)

Seven Illinois laws dealing with the payment of wages are summarized in this handbook by means of questions and answers.

HOURS AND DAYS OF WORK, by Betty Jane Swoboda

1950. 8 p. (Handbook No. 3)

This handbook answers questions commonly asked about the provisions of three Illinois laws: the eight-hour day for women, the six-day week, and the hours of labor law.

EXHIBIT

These exhibits were prepared for the purpose of the
examination of the records of the various work for the
various years. The exhibits are arranged in the
following order: 1. General; 2. Special; 3. Detail.

1. General - (See page 1)

2. Special - (See page 2)

3. Detail - (See page 3)

4. Summary - (See page 4)

5. Appendix - (See page 5)

6. Index - (See page 6)

7. Glossary - (See page 7)

8. Bibliography - (See page 8)

9. List of Figures - (See page 9)

10. List of Tables - (See page 10)

11. List of Illustrations - (See page 11)

12. List of References - (See page 12)

13. List of Abbreviations - (See page 13)

14. List of Symbols - (See page 14)

15. List of Units - (See page 15)

SECOND CLASS MAILING PRIVILEGES FOR LABOR NEWSPAPERS,
by Arnold Weber

1951. 24 p. Revised, 1952.

A guide to the regulations governing second class mailing privileges including a history of the system, how to meet the requirements, how to get a permit, preparation for mailing, and cost.

ADVERTISING FOR LABOR NEWSPAPERS, by Isabelle M.
Zimmerly

1951. 25 p.

A handbook summarizing basic advertising techniques with special application to the labor paper man. It gives sales approaches, copy and layout suggestions, and methods of making a market survey.

THE JOURNAL OF THE ROYAL ANTHROPOLOGICAL INSTITUTE, VOL. 40, PART 2, 1910.

THE JOURNAL OF THE ROYAL ANTHROPOLOGICAL INSTITUTE, VOL. 40, PART 2, 1910.

THE JOURNAL OF THE ROYAL ANTHROPOLOGICAL INSTITUTE, VOL. 40, PART 2, 1910.

A paper on the subject of the
human mind, its development and
its relation to the body, is
presented in this paper. The
author discusses the various
theories of the mind and
the evidence in support of
each. He concludes that the
mind is a product of the
body and that it is
subject to the same laws
as the body.

THE JOURNAL OF THE ROYAL ANTHROPOLOGICAL INSTITUTE, VOL. 40, PART 2, 1910.

THE JOURNAL OF THE ROYAL ANTHROPOLOGICAL INSTITUTE, VOL. 40, PART 2, 1910.

THE JOURNAL OF THE ROYAL ANTHROPOLOGICAL INSTITUTE, VOL. 40, PART 2, 1910.

A paper on the subject of the
human mind, its development and
its relation to the body, is
presented in this paper. The
author discusses the various
theories of the mind and
the evidence in support of
each. He concludes that the
mind is a product of the
body and that it is
subject to the same laws
as the body.

R E P R I N T S

Reprinted by the Institute, these articles by staff members originally appeared in professional journals. Many of them represent the results of study in specialized fields of labor-management relations.

(10¢ per copy.)

STEREOTYPES OF WORKERS AND EXECUTIVES AMONG COLLEGE MEN,
by Ross Stagner

1950. 6 p.

(Reprint No. 7)

A report on a classroom laboratory project in which 50 pro-labor and 50 anti-labor men were interviewed for their opinions on the personal characteristics of workers and executives. Data are tabulated and conclusions drawn.

SUMMARY AND CONCLUSIONS CHAPTER--PROBLEMS AND POLICIES OF
DISPUTE SETTLEMENT AND WAGE STABILIZATION DURING WORLD WAR
II, by W. Ellison Chalmers, Milton Derber, and William H.
McPherson

1951. 28 p.

(Reprint No. 9)

This chapter summarizes the 380-page study of the major industrial relations policy decisions of the government from 1940 to 1947. It discusses the conclusions reached by the former War Labor Board Members. (See Research Volumes, p. 5.)

A SURVEY OF ILLINOIS LABOR RELATIONS LAW, by Nathan Hakman
1951. 22 p.

(Reprint No. 11)

The author describes the patterns of law which are included within the area of state legal control over labor matters. He also summarizes the judicial adjustment of legal concepts of institutional development of labor organizations.

CODETERMINATION: GERMANY'S MOVE TOWARD A NEW ECONOMY, by William H. McPherson

1951. 14 p.

(Reprint No. 12)

A discussion of the present experiment in West Germany in which labor, with legislative approval, is given almost co-equal representation with management on the board of directors of business enterprises. The author also analyzes the probable consequences of codetermination with respect to nine issues.

UNION-MANAGEMENT RELATIONS AND TECHNICAL CHANGE: A CASE STUDY, by Solomon B. Levine

1951. 18 p.

(Reprint No. 13)

A study of technological change in an eastern textile mill reveals the human problems and the institutional relationships that grew out of the situation. The author stresses the relationship between the institutional selling and the problem of facilitating the introduction of technological change. He evaluates the factors involved in the case and their general implications.

PSYCHOLOGIC FACTORS IN EMPLOYEE TRAINING, by Homer L. Gammill

1951. 4 p.

(Reprint No. 14)

A review of the problems of training to include what people want to know, how and when the job will be done, and principles of learning which must be considered. Talk presented before the Illinois Dietetic Association.

ADMINISTRATIVE: DISCUSS TO WHAT EXTENT A NEW REPORT, BY
WILLIAM E. HOFFMAN.

1931. 10 10 (Report No. 10)

A discussion of the present situation in the
country in which laws, and legislative approval,
is given almost universal satisfaction with respect
to the kind of service of justice and
justice. The subject also touches the problem
of maintenance of order and the subject of the
state.

ADMINISTRATIVE: DISCUSS TO WHAT EXTENT A NEW
REPORT, BY WILLIAM E. HOFFMAN.

1931. 10 10 (Report No. 10)

1931. 10 10 (Report No. 10)

A study of the present situation in the
country in which laws, and legislative approval,
is given almost universal satisfaction with respect
to the kind of service of justice and
justice. The subject also touches the problem
of maintenance of order and the subject of the
state. It examines the future of the
state and the future of the state.

ADMINISTRATIVE: DISCUSS TO WHAT EXTENT A NEW
REPORT, BY WILLIAM E. HOFFMAN.

1931. 10 10 (Report No. 10)

1931. 10 10 (Report No. 10)

A study of the problem of justice in the
state, and the state, and the state, and the state,
will be done, and the state, and the state, and the state,
will be done. This problem is the
state.

TOOLS FOR THE TEACHER, by Ralph E. McCoy

1952. 9 p. (Reprint No. 15)

The author suggests books, pamphlets, periodicals, films and other source material to assist the high school teacher in introducing the vital subject of labor-management relations to the classroom. Included are the names and addresses of publishers where the material can be obtained.

GOVERNMENTAL ORGANIZATION AND PUBLIC POLICY, by Murray Edelman

1953. 8 p. (Reprint No. 17)

A discussion of a method to analyze the relationship between the nature of governmental organization to formulate and carry out regulatory programs and the influence of groups seeking to affect public policy. To illustrate the method the author presents some hypotheses dealing with the World War II wage stabilization program.

WORKING ON THE RAILROAD: A STUDY OF JOB SATISFACTION, by Ross Stagner, D. R. Flebbe, and E. V. Wood

1953. 13 p. (Reprint No. 19)

Findings of a study of job satisfaction among employees of a major American railroad, considering such factors as union-management relations, grievance handling, general quality of supervision, and general working conditions. Two special problems explored are the company's suggestion system and the importance of accidents.

THEORY FOR THE THEORY, in which the author
(London, 1911)

The author attempts to show that the
theoretical, first and last, is the only
to show the effect of the theory in the
the final theory of the management of the
in the theory. The author is the only
the theory of the theory, the author is
the author.

CONTEMPORARY ORGANIZATION AND THEORY, in which

London

(London, 1911)

A discussion of a theory of the relationship
between the theory of management and the
theory and the theory of management and the
influence of the theory of management and the
the theory of management and the theory of management
the theory of management and the theory of management
the theory of management and the theory of management

THEORY OF THE THEORY: A STUDY OF THE THEORY

by the author, in which the author

(London, 1911)

The author is a study of the theory of the
the theory of management and the theory of management
the theory of management and the theory of management
the theory of management and the theory of management
the theory of management and the theory of management
the theory of management and the theory of management
the theory of management and the theory of management

ON THE DEFINITION OF ATTITUDES: NORMS, PERCEPTIONS, AND EVALUATIONS, by Ruth Alice Hudson and Hjalmar Rosen
1953. 6 p. (Reprint No. 20)

Description of an experimental design and the implications of such design for the study of attitudes among union members. The authors present some hypotheses about the nature of the relationships among norms, perceptions, and evaluations and describe a highly structured "attitude" questionnaire through which the relationships among the three variables can be investigated.

LABOR-MANAGEMENT RELATIONS IN ILLINI CITY, by Milton Derber

1954. 7 p. (Reprint No. 24)

A brief summary of some of the descriptive findings contained in the inter-disciplinary research study Labor-Management Relations in Illini City. (See pages 6-7, Labor-Management Relations in Illini City, Volumes 1 and 2.)

THE AUSTRIAN WAGE-PRICE AGREEMENTS, by Murray Edelman
1954. 6 p. (Reprint No. 27)

A brief summary of five agreements on prices, wages, taxes, and pensions negotiated by management, labor, and agricultural organizations in Austria between 1947 and 1951. (See page 8, National Economic Planning by Collective Bargaining.)

NEW FIRMS AND THE LABOR SUPPLY IN SMALL COMMUNITIES, by Richard C. Wilcock

1954. 12 p. (Reprint No. 29)

A report of some of the findings of several recent studies in small-population labor market areas in which the entry of new firms or the reopening of closed plants has brought about sharp increases in the number of job openings.

LABOR RELATIONS IN BRITISH METALWORKING, by Milton Derber
1955. 7 p. (Reprint No. 31)

An article based on a study of labor-management relations at the local plant level under industry-wide bargaining in the British engineering (metal-working) industry. The complete study is published under the title, Labor-Management Relations at the Plant Level Under Industry-Wide Bargaining. (See page 9.)

JAPAN'S TRIPARTITE LABOR RELATIONS COMMISSIONS, by Solomon B. Levine
1955. 22 p. (Reprint No. 34)

A detailed account of the administrative machinery set up under the Trade Union and Labor Relations Adjustment Laws--one of three basic pieces of legislation urged by the occupation to restructure relationships between worker and employer in postwar Japan.

EUROPEAN VARIATIONS ON THE MEDIATION THEME, by William H. McPherson
1955. 12 p. (Reprint No. 35)

An analysis of similarities and contrasts in the role government plays in promoting the peaceful settlement of labor disputes in five European countries--West Germany, France, the Netherlands, Belgium, and Denmark.

SECONDARY LABOR FORCE MOBILITY IN FOUR MIDWESTERN SHOE TOWNS, by Richard C. Wilcock and Irvin Sobel

1955. 21 p. (Reprint No. 38)

An article which undertakes to provide a system for classification and identifying primary and secondary workers and analyzes the characteristics and labor market behavior of secondary workers in four non-metropolitan communities. The authors define secondary workers as those who have an irregular or "secondary" attachment to the work force.

NLRB PROCEDURES AND ECONOMIC POLICY, by Murray Edelman

1955. 12 p. (Reprint No. 39)

A paper which suggests some relationships between the National Labor Relations Board's procedure, structure, and jurisdiction on the one hand, and the character of its economic policies on the other.

A COMPARISON OF PARAMETRIC AND NONPARAMETRIC ANALYSES OF OPINION DATA, by Hjalmar Rosen and R. A. Hudson Rosen

1956. 4 p. (Reprint No. 40)

A report on the results of a comparison of two techniques of statistical analysis on a given set of data.

LABOR MARKET BEHAVIOR IN SMALL TOWNS, by Irvin Sobel and Richard C. Wilcock

1956. 22 p. (Reprint No. 41)

An analysis of four small Shoe Towns, the industry, and the parent company's labor policies as conditioning forces in determining labor market behavior of both the firm and the workers in the particular labor markets.

MANAGEMENT AND INDUSTRIAL RELATIONS IN POSTWAR JAPAN, by
Solomon B. Levine

1956. 18 p. (Reprint No. 42)

A discussion of the characteristics of industrial management in postwar Japan, particularly with respect to labor-management relations that have evolved since the Surrender.

A SUGGESTED MODIFICATION IN JOB SATISFACTION SURVEYS,
by R. A. Hudson Rosen and Hjalmar Rosen

1955. 11 p. (Reprint No. 43)

A paper which points out the danger of interpreting varying types of questions as providing a measure of satisfaction-dissatisfaction, and proposes a modification to provide insight into the reasons behind evaluations.

GRIEVANCE MEDIATION UNDER COLLECTIVE BARGAINING, by
William H. McPherson

1956. 12 p. (Reprint No. 44)

An article which suggests that both theory and experience indicate that management and labor would benefit if more American labor agreements provided for mediation as a next-to-last step prior to arbitration in grievance procedure.

DECISION MAKING IN A BUSINESS AGENT GROUP, by Hjalmar
Rosen and R. A. Hudson Rosen

1956. 11 p. (Reprint No. 45)

A discussion of the organizational decision making aspect of the business agent's role. The report is part of a larger study of the role of the union business agent within a joint board structure.

GERMAN EXPERIENCE WITH CODETERMINATION, A Symposium
1956. 32 p. (Reprint No. 46)

Summary of a panel discussion, with audience
participation, at the Eighth Annual Meeting of
the Industrial Relations Research Association.

M A N U A L S

These manuals were prepared by members of the Institute staff for use in extension classes, conferences, and institutes.

(Mimeo. 25¢ per copy.)

MAKING UNION MEETINGS EFFECTIVE.

1951. 27 p.

This manual presents the techniques of parliamentary procedures with appropriate illustrations. It gives practical advice to union members on presiding at union meetings, conducting conferences, delivering reports, and speaking in public.

HANDLING GRIEVANCES, by John M. Brumm and Herman Erickson 1951, Revised, 1956. 30 p.

Designed for use in the training of union stewards, officers, and other representatives in grievance problems, this manual consists of an outline of suggested topics and ideas for discussion. The material is presented in five sections: The Union and the Collective Bargaining Agreement; The Grievance Procedure in the Agreement; The Job of a Steward or Grievance Committeeman; Handling Grievances; and Making Grievance Procedures Work.

HOW OUR ECONOMY WORKS, by Herman Erickson 1952, Revised 1956. 39 p.

A manual in outline form containing some basic concepts of the American economic system. Some of the sections are on income, the price level, profit and savings, international trade, and inflation. Included are charts and tables to illustrate various points.

COLLECTIVE BARGAINING PROCEDURES AND ISSUES, by Herman Erickson

1954. 28 p.

Outline of materials covered in a labor education class. Although designed primarily for union negotiators, the ideas may be equally applicable on both sides of the bargaining table.

USING EDUCATION IN YOUR UNION.

1952. 14 p.

Some suggestions concerning using education in unions including jobs an education program can do, responsibilities of an active union education committee, major types of educational programs used by unions, practical suggestions in starting an education program, education program resources, and a list of labor films.

LIBRARY PUBLICATIONS

General Publications

These publications were compiled and written by the Institute Librarian and members of his staff.

(Mimeo. Free of charge, except where noted.)

THE RADICAL AND LABOR PERIODICAL PRESS IN CHICAGO: ITS ORIGIN AND DEVELOPMENT TO 1890, by Edward L. Sheppard
1949. 51 p. (\$1 per copy)

A critique of publications in this area to determine trends in publishing and the relation of these trends to organized labor and radical politics. The study includes an analysis of newspapers of the social-democratic party, the anarchist group, the Knights of Labor, and the new trade unionism.

LABOR-MANAGEMENT RELATIONS AND HIGH SCHOOL PUPILS: A SURVEY OF COMMUNICATIONS BEHAVIOR, by Ralph E. McCoy
1950. 11 p. (Occasional Papers, No. 15,
University of Illinois
Library School)

Effects of the mass media of communications on the attitudes of high school pupils toward labor issues. The author suggests ways in which high school teachers and librarians can help pupils form enlightened opinions on this controversial subject.

:

SECRET

CONFIDENTIAL

It is requested that you continue to keep this information confidential and not discuss it with anyone outside the office.

Very truly yours,
[Signature]

The following information was obtained from a confidential source who has provided reliable information in the past. It is being provided to you for your information only. It is requested that you continue to keep this information confidential and not discuss it with anyone outside the office. The source has provided reliable information in the past and is being provided to you for your information only. It is requested that you continue to keep this information confidential and not discuss it with anyone outside the office.

The following information was obtained from a confidential source who has provided reliable information in the past. It is being provided to you for your information only. It is requested that you continue to keep this information confidential and not discuss it with anyone outside the office. The source has provided reliable information in the past and is being provided to you for your information only. It is requested that you continue to keep this information confidential and not discuss it with anyone outside the office.

STRUCTURE AND GOVERNMENT OF AMERICAN LABOR UNIONS: AN
ABSTRACT OF SELECTED LITERATURE, compiled by Ralph H.
Bergmann

1952. 32 p. (\$1 per copy.) (Bibliographic Contributions
No. 1)

A bibliography prepared in the course of developing a research project on the functioning of labor unions as institutions. Short comments following each listing are designed to indicate the contribution of the writing to the field of local-international relationships.

HISTORY OF LABOR AND UNIONISM IN THE UNITED STATES: A
SELECTED BIBLIOGRAPHY, compiled by Ralph E. McCoy

1953. 88 p. (\$1 per copy.) (Bibliographic Contributions
No. 2)

A bibliography which grew out of efforts to assist Institute students in locating historical material on the American labor movement. This contribution is largely an assemblage of secondary works, i.e., books and pamphlets. Some of the items are surveys of existing conditions rather than histories, but have attained historical value with the passing of time. Included is an extensive subject index. 1024 items.

INDUSTRIAL SOCIOLOGY: AN ANNOTATED BIBLIOGRAPHY, compiled
by Virginia Prestridge and Donald E. Wray

1953. 80 p. (\$1 per copy.) (Bibliographic Contributions
No. 3)

One of the first attempts to compile the important materials in the relatively new field of industrial sociology. In this bibliography "industrial sociology" is used to mean the analysis and interpretation in sociological terms of the structure of industry (including management and union), the processes of change within this structure, and the direct relations between this structure, and the social order. A detailed subject index is included. 471 items.

THE WORKER IN AMERICAN FICTION: AN ANNOTATED BIBLIOGRAPHY,
compiled by Virginia Prestridge
1954. 27 p. (\$1 per copy.) (Bibliographic Contributions
No. 4)

A bibliography of American novels which present fictional treatment of the worker and his problems in industrial America and deal with authentic working class problems and conditions as the central theme. Poetry, drama, short stories, biography, and foreign novels are excluded. Listing is by year of publication. Author, title, and subject indexes are included. 159 items.

DOCTORAL DISSERTATIONS IN LABOR AND INDUSTRIAL RELATIONS,
1933-1953, compiled by Ned Rosen and Ralph E. McCoy
1954. 85 p. (\$1 per copy.) (Bibliographic Contributions
No. 5)

A list of doctoral dissertations culled from the general list of all Ph.D. dissertations submitted in American universities between 1933 and 1953. Fifteen disciplines are represented. Listing is alphabetical by author, and a subject index is included.

More than 1,000 items.

THE BOARD OF DIRECTORS OF THE
UNIVERSITY OF CALIFORNIA
MEETING AT THE UNIVERSITY OF CALIFORNIA
LIBRARY, BERKELEY, CALIFORNIA
JANUARY 10, 1961

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE UNIVERSITY OF CALIFORNIA, PASSED AT A MEETING OF THE BOARD HELD AT THE UNIVERSITY OF CALIFORNIA LIBRARY, BERKELEY, CALIFORNIA, JANUARY 10, 1961, IS HEREBY RECORDED.

RESOLUTION OF THE BOARD OF DIRECTORS OF THE UNIVERSITY OF CALIFORNIA, PASSED AT A MEETING OF THE BOARD HELD AT THE UNIVERSITY OF CALIFORNIA LIBRARY, BERKELEY, CALIFORNIA, JANUARY 10, 1961, IS HEREBY RECORDED.

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE UNIVERSITY OF CALIFORNIA, PASSED AT A MEETING OF THE BOARD HELD AT THE UNIVERSITY OF CALIFORNIA LIBRARY, BERKELEY, CALIFORNIA, JANUARY 10, 1961, IS HEREBY RECORDED.

Labor-Management Relations

LABOR-MANAGEMENT RELATIONS; A LIST OF SELECTED READINGS FOR HIGH SCHOOL STUDENTS AND TEACHERS

1948-date. Issued four times during the school year.

An annotated bibliography prepared by a committee representing the Institute and the College of Education. Each issue deals with a specific topic, frequently one of current interest. Selection is made on the basis of authenticity of the information, readability, and availability to students.

(Mimeo. Free of charge.)

The Steel Strike and Pensions (October 1949)

Government and Labor Relations (November 1949)

Pensions (December 1949)

Labor Abroad (January 1950)

Discrimination in Employment (April 1950)

Labor and the Community (May 1950)

Labor Leaders Today (September 1950)

Current Articles (October 1950)

Labor in the Crisis (December 1950)

Labor and Education (January 1951)

Employment Trends and Job Opportunities (March 1951)

Railway Labor (April 1951)

Human Relations in Industry (May 1951)

Manpower for Defense (October 1951)

The Immigrant Worker in America (December 1951)

Collective Bargaining (February 1952)

Steel Labor (October 1952)

A List of Basic Publications (December 1952)

Labor Unions: What They Do and How They Operate
(February 1953)

Management and the Worker (April 1953)

The Labor Department in the New Administration
(December 1953)

The Clothing Workers (February 1954)

International Interests of American Labor Unions
(April 1954)

The White Collar Worker (November 1954)

Labor Unity (January 1955)

American Labor Novels and Biography (April 1955)

Automation (January 1956)

Vocational Guidance (May 1956)

1901-1902 (1901-1902)

1902-1903 (1902-1903)

1903-1904 (1903-1904)

1904-1905 (1904-1905)

1905-1906 (1905-1906)

1906-1907 (1906-1907)

1907-1908 (1907-1908)

1908-1909 (1908-1909)

1909-1910 (1909-1910)

1910-1911 (1910-1911)

1911-1912 (1911-1912)

1912-1913 (1912-1913)

1913-1914 (1913-1914)

1914-1915 (1914-1915)

1915-1916 (1915-1916)

1916-1917 (1916-1917)

1917-1918 (1917-1918)

1918-1919 (1918-1919)

1919-1920 (1919-1920)

GENERAL PUBLICATIONS

(Free of charge, except where noted.)

GRADUATE STUDY IN LABOR AND INDUSTRIAL RELATIONS.

1957-59. 26 p.

Resident instruction program leading to the degree of Master of Arts in Labor and Industrial Relations. Entrance requirements, courses, scholarships, other information of interest to prospective students.

FILMS FOR TRADE UNION GROUPS.

November, 1956. 16 p.

Titles and descriptions of labor films which may be borrowed from the University of Illinois collection. A list of other film directories and guides also is included.

COLLECTIVE BARGAINING FOR PENSIONS. Proceedings of a Conference on War Time and Long Range Issues in Collective Bargaining for Pensions.

1951. 52 p. multilith. \$2 per copy.

Approximately 25 specialists in industrial pensions discuss informally the problems and prospects of current trends in collective bargaining on pensions. This document, compiled from long-hand notes taken during the sessions, presents the ideas, suggestions, and points of view emerging from the discussion without any attempt to provide a synthesis. Of interest to the specialist.

AN EVALUATION STUDY OF TWO IULEC CONFERENCES.

1953. 115 p. Paper bound, mimeograph text.

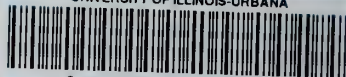
An evaluation study, in two parts, of two University of Illinois-Inter-University Labor Education Committee conferences--one on World Affairs and a second on Labor and Public Affairs. The report was prepared at the request of the IULEC Operating Committee.

AN EDUCATION PROGRAM FOR UNION WOMEN.

1954. 64 p. Paper bound, mimeograph text.

A description of an experiment in educational programs on unionism and public affairs for wives of union members and women trade unionists. The programs were conducted by the University of Illinois Institute of Labor and Industrial Relations and the Inter-University Labor Education Committee in 1953-1954 in Rockford and Belvidere, Illinois.

UNIVERSITY OF ILLINOIS-URBANA



3 0112 110340665